# County of San Diego, Land Use and Environment Group
# STORMWATER INTAKE FORM FOR DEVELOPMENT PROJECTS

This form must be completed in its entirety and accompany applications for any of the discretionary or ministerial permits and approvals referenced in Sections 67.803(c)(1) and 67.803(c)(2) of the County of San Diego Watershed Protection, Stormwater Management and Discharge Control Ordinance (WPO).

## STEP 1: IDENTIFY RELEVANT PROJECT INFORMATION

| Applicant Name: | Contact Name: | Contact Phone: |
|---|---|---|
| **Project Address:**<br>Street<br><br>City State Zip | APN:<br><br>Permit Application Number: | |

## STEP 2: DETERMINE PRIORITY DEVELOPMENT PROJECT STATUS

WPO Section 67.802(w) defines the criteria for determining whether your project is considered a Priority Development Project (PDP). Projects located in the areas east of the Pacific/Salton Divide are not considered a PDP. First, select the proposed project type category. Then select "Yes" or "No" for all of the categories in Table A, Priority Development Project Categories. If you answer "Yes" for any of the categories in Table A, your project is a PDP subject to review and approval of a Major Stormwater Management Plan (SWMP). If you answer "No" to all of the categories in Table A, your project is subject to review and approval of a Minor SWMP.

☐ **New Development Project:**
Projects on previously undeveloped land are Priority Development Projects if they are in one or more of the categories listed in Table A.

☐ **Previously Developed Site:**
Projects on previously developed sites ("redevelopment projects") are Priority Development Projects if they create, add, or replace 5,000 sq. ft. or more of impervious surface and also are in one of the categories listed in Table A.

☐ **Pollutant Generating Project:**
Projects that generate pollutants at levels greater than background levels which disturb one acre or more of land and include housing subdivisions of 10 or more dwelling units are considered Priority Development Projects.

If project is exempt please list the exemption:

*PROJECT WILL STILL NEED TO COMPLETE A MINOR SWMP

**If you answer "YES" for any category in Table A, please complete a Major SWMP for your project.**
Instructions and an example of the form can be downloaded from:
http://www.sdcounty.ca.gov/dpw/watersheds/susmp/susmp.html

**If you answer "NO" to all of the categories in Table A, please complete a Minor SWMP for your project on pages 3 through 7 of this form.**

## TABLE A:
## PRIORITY DEVELOPMENT PROJECT CATEGORIES

| Yes | No | | |
|---|---|---|---|
| ☐ | ☐ | A | Housing subdivisions of 10 or more dwelling units.<br>Examples: single-family homes, multi-family homes, condominiums, and apartments. |
| ☐ | ☐ | B | Commercial - greater than one acre.<br>Any development other than heavy industry or residential. Examples: hospitals; laboratories and other medical facilities; educational institutions; recreational facilities; municipal facilities; commercial nurseries; wholesale nurseries; [growing operations]; multi-apartment buildings; car wash facilities; mini-malls and other business complexes; shopping malls; hotels; office buildings; public warehouses; automotive dealerships; airfields; and other light industrial facilities. |
| ☐ | ☐ | C | Heavy industry - greater than one acre.<br>Examples: manufacturing plants, food processing plants, metal working facilities, printing plants, and fleet storage areas (bus, truck, etc.). |
| ☐ | ☐ | D | Automotive repair shops.<br>A facility categorized in any one of Standard Industrial Classification (SIC) codes 5013, 5014, 5541, 7532-7534, or 7536-7539. |
| ☐ | ☐ | E | Restaurants.<br>Any facility that sells prepared foods and drinks for consumption, including stationary lunch counters and refreshment stands selling prepared foods and drinks for immediate consumption (SIC code 5812), where the land area for development is greater than 5,000 sq. ft.. Restaurants where land development is less than 5,000 sq. ft. shall meet all SUSMP requirements except for structural treatment BMP and numeric sizing criteria requirements and hydromodification requirements. |
| ☐ | ☐ | F | Hillside development greater than 5,000 square feet.<br>Any development that creates 5,000 sq. ft. of impervious surface located in an area with known erosive soil conditions, where development will grade on any natural slope that is 25% or greater. (1)(3) |
| ☐ | ☐ | G | Environmentally Sensitive Areas (ESAs).<br>All development located within or directly adjacent to or discharging directly to an ESA (where discharges from the development or redevelopment will enter receiving waters within the ESA), which either creates 2,500 sq. ft. of impervious surface on a proposed project site or increases the area of imperviousness of a proposed project site to 10% or more of its naturally occurring condition. "Directly adjacent" means situated within 200 feet of the ESA. "Discharging directly to" means outflow from a drainage conveyance system that is composed entirely of flows from the subject development or redevelopment site, and not commingled with flows from adjacent lands.(1) (2) |
| ☐ | ☐ | H | Parking lots 5,000 square feet or more or with 15 or more parking spaces and potentially exposed to urban runoff. (3) |
| ☐ | ☐ | I | Street, roads, highways, and freeways.<br>Any paved surface ≥ 5,000 sq. ft. used for transportation of automobiles, trucks, motorcycles, and other vehicles. (3)(4) |
| ☐ | ☐ | J | Retail Gasoline Outlets (RGOs) that are:<br>(a) ≥ 5,000 sq. ft. or (b) projected Average Daily Traffic (ADT) ≥ 100 vehicles per day. |

PDP Exemptions: interior remodels, trenching and resurfacing associated with utility work, routine maintenance or repair, roof or exterior surface replacement, resurfacing and reconfiguring surface parking lots and existing roadways, new sidewalk construction, pedestrian ramps, or bike lanes on existing roads, [solar energy farms], and routine replacement of damaged pavement such as pothole repair. Projects east of the Pacific/Salton Divide are exempt from PDP categories.

(1) In lieu of a Major SWMP, Ministerial Permit Applications for residential dwellings/additions on an existing legal lot answering "Yes" may be able to utilize the Minor SWMP upon approval of a county official. Please note that upon further analysis, staff may determine that a Major SWMP will be required.

(2) Counter staff will assist you in determining whether your project is located within 200 feet of an Environmentally Sensitive Area.

(3) Permeable pavement is exempt from impervious surface calculation (e.g., paved surface).

(4) Driveways for single family dwellings are exempt from impervious surface calculation.

## STEP 3: SIGN AND DATE THE CERTIFICATION

**APPLICANT CERTIFICATION:** I have read and understand that the County of San Diego has adopted minimum requirements for managing urban runoff, including stormwater, from construction and land development activities. I certify that this intake form has been completed to the best of my ability and accurately reflects the project being proposed. I also understand that non-compliance with the County's WPO and Grading Ordinance may result in enforcement by the County, including fines, cease and desist orders, or other actions.

*Applicant:* _____ *Date:* _____

# County of San Diego, Land Use and Environment Group
# MINOR STORMWATER MANAGEMENT PLAN

This Minor Stormwater Management Plan (Minor SWMP) must be completed in its entirety and accompany applications to the County for a permit or approval associated with certain types of development projects. To determine whether your project is required to submit a Minor or Major SWMP please reference the County's Stormwater Intake Form for Development Projects. Minor SWMPs are typically required for building and minor grading permit applications and certain discretionary permit applications (See note #1 on page 6).

## STEP 1: IDENTIFY RELEVANT PROJECT INFORMATION

| | | |
|---|---|---|
| Permit Application Number: _ | **Project Address** | APN#: |
| Brief Project Description: | Street<br>City State Zip | |
| **Contact Information:** Name E-mail<br>Street<br>City State Zip Phone | | |
| Improvements (overall footprint square footage): | Estimated project start date: | Estimated project finish date: |

Estimated amount of disturbed acreage: (Acres ☐ or ft² ☐ )
(1 acre = 43,560 sq. ft. If >1 acre, you must also provide a WDID number from the SWRCB) WDID number:

Complete A through C and the calculations below to determine the amount of impervious surface on your project before and after construction.

A. Total Lot Size: (Acres ☐ or ft² ☐ )

B. Total impervious area (including roof tops) before construction (Acres ☐ or ft² ☐ )

C. Total impervious area (including roof tops) after construction (Acres ☐ or ft² ☐ )

Calculate percent impervious before construction: B÷A x 100% = %

Calculate percent impervious after construction: C÷A x 100% = %

## STEP 2: IDENTIFY CONSTRUCTION STORMWATER BMPs

Unprotected construction sites have the potential to discharge sediment and other pollutants into local waterways. All construction projects are required to reduce pollution to the maximum extent practicable by implementing best management practices (BMPs). Sections 67.806 (General Best Management Practice Requirements) and 67.811 (Additional Requirements for Land Disturbance Activities) of the County of San Diego Watershed Protection, Stormwater Management and Discharge Control Ordinance (WPO) outline the requirements for Construction Stormwater BMPs. There are five categories:

1. Erosion control practices
2. Velocity reduction
3. Sediment control practices
4. Offsite sediment tracking control
5. General site and materials management

BMPs from each of the five categories must be used together as a system in order to prevent potential discharges.

If you answer "Yes" to any of the questions below, your project is subject to Table I on the following page (Minimum Required Standard Construction Stormwater BMPs). As noted in the table, please select at least the minimum number of required BMPs, or as many as are feasible for your project. If no BMP is selected, an explanation must be given in the box provided. The following questions are intended to aid in determining construction BMP requirements for your project.

1. *Will there be soil disturbing activities that will result in exposed soil areas? (This includes minor grading and trenching.)*[(1)] ..... *Yes* ☐ *No* ☐
   *Reference Table I items A, B, D and E*

2. *Will there be asphalt paving, including patching?* ..... *Yes* ☐ *No* ☐
   *Reference Table I items D and F*

3. *Will there be slurries from mortar mixing, coring, or concrete saw cutting?* ..... *Yes* ☐ *No* ☐
   *Reference Table I items D and F*

4. *Will there be solid wastes from concrete demolition and removal, wall construction, or form work?* ..... *Yes* ☐ *No* ☐
   *Reference Table I items D and F*

5. *Will there be stockpiling (soil, compost, asphalt, concrete, solid waste) for over 24 hours?* ..... *Yes* ☐ *No* ☐
   *Reference Table I items D and F*

6. *Will there be dewatering operations?* ..... *Yes* ☐ *No* ☐
   *Reference Table I items C and D*

7. *Will there be temporary on-site storage of construction materials, including mortar mix, raw landscaping and soil stabilization materials, treated lumber, rebar, and plated metal fencing materials?* ..... *Yes* ☐ *No* ☐
   *Reference Table I items E and F*

8. *Will trash or solid waste product be generated from this project?* ..... *Yes* ☐ *No* ☐
   *Reference Table I item F*

9. *Will construction equipment be stored on site (e.g.: fuels, oils, trucks, etc.?)* ..... *Yes* ☐ *No* ☐
   *Reference Table I item F*

10. *Will Portable Sanitary Services ("Porta-potty") be used on the site?* ..... *Yes* ☐ *No* ☐
    *Reference Table I item F*

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(1) Soil disturbances NOT considered significant include, but are not limited to, change in use, mechanical/electrical/plumbing activities, signs, temporary trailers, interior remodeling, and minor tenant improvement

## TABLE I. MINIMUM REQUIRED STANDARD CONSTRUCTION STORMWATER BMPs [1] [2]

| Minimum Required Best Management Practices (BMPs) | CALTRANS Stormwater Handbook Detail | ✔ BMP Selected | Each selected BMP must be shown on the Plan. If No BMP is selected, an explanation must be provided. |
|---|---|---|---|
| **A. Select Erosion Control method for Disturbed Slopes (Choose at least one for the appropriate season)** | | | |
| Vegetation Stabilization Planting [3] (Summer) | SS-2, SS-4 | ☐ | |
| Hydraulic Stabilization Hydroseeding[3] (Summer) | SS-4 | ☐ | |
| Bonded Fiber Matrix or Stabilized Fiber Matrix[4] (Winter) | SS-3 | ☐ | |
| Physical Stabilization Erosion Control Blanket[4] (Winter) | SS-7 | ☐ | |
| **B. Select Erosion Control method for Disturbed Flat Areas (slope < 5%) (Choose at least one)** | | | |
| County Standard Lot Perimeter Protection Detail | DPLU 659, SC-2 | ☐ | |
| Will use erosion control measures from Item A on flat areas also | SS-3,4,7 | ☐ | |
| County Standard Desilting Basin (must treat all site runoff) | DPLU 660, SC-2 | ☐ | |
| Mulch, straw, wood chips, soil application | SS-6, SS-8 | ☐ | |
| **C. If Runoff or Dewatering Operation is concentrated, velocity must be controlled using an energy dissipater** | | | |
| Energy Dissipater Outlet Protection[5] | SS-10 | ☐ | |
| **D. Select Sediment Control method for all disturbed areas (Choose at least one)** | | | |
| Silt Fence | SC-1 | ☐ | |
| Fiber Rolls (Straw Wattles) | SC-5 | ☐ | |
| Gravel Bags | SC-6 & 8 | ☐ | |
| Dewatering Filtration | NS-2 | ☐ | |
| Storm Drain Inlet Protection | SC-10 | ☐ | |
| Engineered Desilting Basin (sized for 10-year flow) | SC-2 | ☐ | |
| **E. Select method for preventing offsite tracking of sediment (Choose at least one)** | | | |
| Stabilized Construction Entrance | TC-1 | ☐ | |
| Construction Road Stabilization | TC-2 | ☐ | |
| Entrance/Exit Tire Wash | TC-3 | ☐ | |
| Entrance/Exit Inspection & Cleaning Facility | - | ☐ | |
| Street Sweeping and Vacuuming | SC-7 | ☐ | |
| **F. Select the General Site Management BMPs for each waste that will be on site[5]** | | | |
| Materials Management Material Delivery & Storage | WM-1 | ☐ | |
| Spill Prevention and Control | WM-4 | ☐ | |
| Waste Management Concrete Waste Management | WM-8 | ☐ | |
| Solid Waste Management | WM-5 | ☐ | |
| Sanitary Waste Management | WM-9 | ☐ | |
| Hazardous Waste Management | WM-6 | ☐ | |

## STEP 3: IDENTIFY LOW IMPACT DEVELOPMENT BMPs

WPO Section 67.806(c)(2) requires all development projects, regardless of priority, to implement Low Impact Development (LID) BMPs. The goal of the County of San Diego's LID program is to protect water quality by preserving and mimicking nature through the use of stormwater planning and management techniques such as small-scale detention and retention on development sites. Table II contains LID planning and management practices which are outlined in detail in the County of San Diego Low Impact Development Handbook. You are required to select a minimum of two LID Planning Practices and at least one LID Management Practice to reduce runoff from your site, and are encouraged to select additional BMPs as applicable. Additional information and details are available at http://www.sdcounty.ca.gov/dplu/docs/LID-Handbook.pdf and http://www.sdcounty.ca.gov/dplu/docs/LID-Appendices.pdf .

**TABLE II. MINIMUM REQUIRED LOW IMPACT DEVELOPMENT BMPs**

| Minimum Required Low Impact Development (BMPs) | County LID Handbook Detail | ✔ BMP Selected | Each selected BMP must be shown on the Plan. If No BMP is selected, an explanation must be provided. |
|---|---|---|---|
| **LID Planning Practices (Reference Section 2.2 of the County LID Handbook) (Choose at least two)** | | | |
| **Conservation of Natural Drainages, Well Drained Soils and Significant Vegetation** (e.g., minimize disturbance of natural areas; construct in least environmentally sensitive areas of the site) | 2.2.1 | ☐ | |
| **Minimize Disturbances to Natural Drainages** (e.g., avoid disturbing natural swales & topographic depressions; construction setback from creek) | 2.2.2 | ☐ | |
| **Minimize Impervious Surfaces** (e.g., preserve existing vegetation; permeable pavement for walkways, excess parking/driveway areas, exterior exposed slabs, etc.) | 2.2.3 | ☐ | |
| **Disconnect Impervious Surfaces** (e.g., disconnect continuously paved areas with landscaping; direct roof runoff to permeable areas) | 2.2.3 | ☐ | |
| **Minimize Soil Compaction** (e.g., protect native soil & vegetation from construction equipment; avoid compaction in planned landscaping areas) | 2.2.4 | ☐ | |
| **Drain Runoff from Impervious Surfaces to Pervious Areas** (e.g., direct runoff from rooftops, patio slabs, walkways, parking lots, etc. to landscaped areas) | 2.2.5 | ☐ | |
| **LID Management Practices (Reference Section 3 of the County LID Handbook) (Choose at least one)** | | | |
| **Hydrologic Design** (e.g., infiltration trench or basin; depression area in a lawn for infiltration; bio-filters such as vegetated or rock swales) | 3.1 | ☐ | |
| **Permeable Pavement Design** (e.g., pervious concrete; permeable asphalt concrete/pavers; granular materials) | 3.2 | ☐ | |
| **LID Road Design for Developments** (e.g., reduce overall road coverage; direct surface flow to vegetated swales) | 3.3 | ☐ | |
| **LID Parking Lot Design for Commercial Projects** (e.g., use permeable materials for overflow parking; perimeter landscaping) | 3.4 | ☐ | |
| **LID Driveway, Sidewalk and Bike Path Design** (e.g., single lane driveway flared at multi-car garage; slope driveways 2% to adjacent vegetated area) | 3.5 | ☐ | |
| **LID Building Design** (e.g., dry-well; roof downspout to landscaped area or swale; cisterns and rain barrels) | 3.6 | ☐ | |
| **LID Landscaping Design** (e.g., concave area of lawn; save and reuse native topsoil for landscaped areas; protect areas of native vegetation; street trees adjacent to sidewalks and driveways) | 3.7 | ☐ | |

## STEP 4: IDENTIFY POST-CONSTRUCTION (PERMANENT) BMPs

WPO Section 67.806 (c)(1) requires development projects with the potential to add pollutants to stormwater or to affect the flow rate or velocity of stormwater runoff after construction is completed to employ post-construction (permanent) BMPs, as feasible, to ensure that pollutants and runoff from the development are reduced to the maximum extent practicable. Using Table III below, select the post-construction BMPs that will be implemented on your project.

**TABLE III. POST-CONSTRUCTION (PERMANENT) BMPs**

| Best Management Practices (BMPs) | CASQA Stormwater Handbook | ✔ BMP Selected | Each selected BMP must be shown on the Plan. If No BMP is selected, an explanation must be provided. |
|---|---|---|---|
| **Source Control BMPs (Select all that apply)** | | | |
| Implementation of Efficient Irrigation Systems | SD-12 | ☐ | |
| Storm Drain Stenciling and Posting of Signage | SD-13 | ☐ | |
| Proper Design of Trash Storage Areas | SD-32 | ☐ | |
| Proper Design of Outdoor Material Storage Areas | SD-34 | ☐ | |
| **Buffer Zones** | | | |
| Design project to include a buffer zone for natural water bodies. Where buffer zones are not feasible, other equally serving methods may be implemented such as trees or access restrictions. | N/A | ☐ | |
| **Additional Permanent Stormwater BMPs** | | | |
| Protection of Channel Banks/Manufactured Slopes | SD-10 | ☐ | |
| Outlet Protection (Velocity Dissipation Devices) | EC-10 | ☐ | |
| Flat Pad Area Coverage (Permanent Landscaping / Groundcover) | SD-10 | ☐ | |
| Underground Infiltration Trench | TC-10 | ☐ | |

## STEP 5: CERTIFICATION

***The applicant must print and sign the following certification before a permit will be issued.***

I have read and understand that the County of San Diego has adopted minimum requirements for managing urban runoff, including stormwater, from construction and land development activities. I certify that the BMPs selected on this form will be implemented to minimize the potentially negative impacts of this project's construction and land development activities on water quality. I further agree to install, monitor, maintain, or revise the selected BMPs to ensure their effectiveness. I also understand that non-compliance with the County's WPO and Grading Ordinance may result in enforcement by the County, including fines, cease and desist orders, or other actions.

*Applicant:* _____ *Date:* _____

*Notes*

1. Discretionary Permits that may be eligible to use this form include Tentative Parcel Maps, Construction Right of Way Permits, Encroachment Permits or Minor Use Permits. Please be aware that if it is determined during the review process that the permit has the potential to significantly impact water quality after construction, a Major Stormwater Management Plan shall be required.

2. In accordance with the Municipal Stormwater Permit that is issued by the Regional Water Quality Control Board, each construction site with construction stormwater BMP requirements must be designated with a "priority" to determine inspection frequency. The criteria used to determine the stormwater inspection frequency is outlined below. Please note that the County reserves the right to adjust the priority of the projects both before and during construction. Further, the construction priority only establishes the required inspection frequency and does NOT change construction BMP requirements that apply to projects.

   - *High Priority – Bi-Weekly inspections during the rainy season (October 1st through April 30th)*

     a) *The project is a single family dwelling located in a new residential subdivision (1014 permit); or,*

     b) *The project disturbs one acre or more of soil; AND*

        - *Is located within a watershed that is listed as 303(d) impaired for sediment (904.21, 904.31, 904.61) or,*
        - *Is located within 200 feet of lands designated with the RARE beneficial use; or,*
        - *Is located within 200 feet of lands designated as Areas of Significant Biological Concern (ASBC);or,*
        - *Is located within 200 feet of lands designated Multiple Species Conservation Program (MSCP)*

   - *Medium Priority – Monthly inspections during the rainy season (October 1st through April 30th)*

     a) *The project is a DPLU Minor grading permit; or*

     b) *The project disturbs an area greater than one acre;*

   - *Low Priority – At least two inspections during the rainy season (October 1st through April 30th)*

     a) *The project will disturb soil, and none of the above criteria apply*

   *Stormwater inspections during the dry season are conducted as part of the regular inspection process (e.g. foundation, frame, lath/drywall, etc.).*

3. *If Vegetation Stabilization (Planting or Hydroseeding) is proposed for erosion control it may be installed between May 1st and August 15th Slope irrigation is in place and to be operable for slopes >3'. Vegetation must be watered and established prior to October 1st. The owner shall implement a contingency physical BMP by August 15th if vegetation establishment does not occur by that date. If landscaping is proposed, erosion control measures must also be used while landscaping is being established. Established vegetation shall have a subsurface mat of intertwined mature roots with a uniform vegetative coverage of 70 percent of the natural vegetative coverage or more on all disturbed areas.*

4. *All slopes over three feet must have established vegetative cover prior to final permit approval.*

5. *Regional Standard Drawing D-40 - Rip Rap Energy Dissipater is also acceptable for velocity reduction.*

6. *Not all projects will have every waste identified. The applicant is responsible for identifying wastes that will- be on-site and applying the appropriate BMP. For example, if concrete will be used, BMP WM-8 must be selected.*